

**CITY OF NORTH BEND
CITY COUNCIL WORKSTUDY NOTES**

March 26, 2024 – 7:00 p.m.

City Hall, 920 SE Cedar Falls Way, North Bend, WA

Mayor Pro Tem Gothelf called the meeting to order at 7:02 p.m.

Councilmembers Brenden Elwood, Alan Gothelf, Mark Joselyn, Heather Koellen, Christina Rustik, Suzan Torguson (Remote) and Errol Tremolada were present.

Staff Present: Mayor Mary Miller, Deputy City Administrator/Public Works Director Mark Rigos, Community & Economic Development Director Rebecca Deming, Administrative Services Director Lisa Escobar, Finance Director Martin Chaw, Economic Development Manager James Henderson, Communications Manager Bre Keveren, Deputy City Clerk Jennifer Bourlin, and Accounting Operations Manager Heather Pollock.

American Rescue Plan Act Update

Administrative Services Director Lisa Escobar explained the history of the city receiving ARPA funds in 2022 including the criteria, contract measurables, compliance and reporting requirements.

Finance Director Chaw noted the City has had a 10% reserve policy and mentioned that the Government Finance Officer's Association recommends 16.5%, which many local cities have adopted. It was recommended that ARPA funds could be used to increase the reserves and council was amenable to this idea and Mr. Chaw mentioned that he will be creating a policy relating to reserves.

Decision Cards

Council and staff reviewed decision cards for the 2023-2024 Mid-Biennial Budget Modification. After discussion, Council consensus was to fund the below decision cards:

Purchase of Trash & Recycling Receptacles	\$60,000
Purchase of Variable Message Sign	\$30,520
Startup Kickstarter	\$30,000
Feasibility Study (Public Safety)	\$60,000
Roundabout Holiday Lights	\$10,000
Outdoor Marketing Campaign	\$50,000

Staff and Council then discussed the list of decision cards "recommendation not to fund". Councilmember Elwood reiterated that he has requested a Community Wi-Fi Initiative in the past. He did not have a cost estimate to provide. After further discussion, Mr. Rigos recommended that IT Manager Davenport would research and determine a cost estimate.

Council consensus was that the remaining 1.2 million dollars will be used to fund the park project at WH Taylor Park and/or a portion of Complete Streets.

Adjournment

The workstudy closed at 9:45 p.m.

ATTEST:

Alan Gothelf, Mayor Pro Tem

Jennifer Bourlin, Deputy City Clerk